

MEMORANDUM

Town Clerk's Office

TO: Kenneth Cohen, Acting Town Administrator

FROM: Janet Gale, Administrative Secretary

THROUGH: Barbara McDaniel, MMC, Assistant Town Clerk

THROUGH: Russell Muniz, CMC, Acting Assistant Town Administrator

DATE: April 10, 2006

SUBJECT: Unsafe Structures Board

Code Sections 5-91 through 5-95 established the Unsafe Structures Board and provided a three year term for Board members. The terms are staggered with four set to expire at the end of April 2006. Two terms failed to be renewed in May 2005 and should be, therefore, appointed to serve for their two remaining years. They are the registered architect and electrical contractor. I apologize for the laps of notification.

Appointments are made through open nominations by Council. Members shall include a registered engineer, registered architect, general building contractor, attorney at law, plumbing contractor, electrical contractor, real estate appraiser, real estate property manager, and a citizen with experience and background in the field of social problems. Listed below are the current members. As there were no meetings during their current terms, absences and abstentions are omitted.

<u>Members</u>	<u>Willing to serve again</u>	<u>Nominated by</u>
Doug Amos (General Building Contractor)	Yes	Council
Richard Katz (Plumbing Contractor)	Unknown	Council
Daniel L. Lavrich (Engineer)	Yes	Council
Robin Massa (Realtor)	Resigned 4/10/06	Council
Danny Belyeu (<i>two-year term remains</i>) (Electrical Contractor)	Yes	Council
Sam Engel, Jr. (<i>two-year term remains</i>) (Registered Architect)	Yes	Council

Please be reminded that pursuant to FSS 112.3145(7), appointing officials (Council) shall notify each newly appointed official (which is defined to include appointees to a board) of his/her duty to comply with disclosure requirements prior to the date of the appointment.

Section 760.80 of the Florida Statutes requires that statutorily created decision making or regulatory boards select, from among the best-qualified persons, those persons whose appointment would ensure that the membership of the board accurately reflects the proportion of each group of the area's minority population represented by the board. Section 760.80 also requires that the board's membership be determined by the most recent federal decennial census which is as follows:

2000 Census Minority Groups Percentage

African American 5.2%
Hispanic American 18.8%
Asian American 3.4%
Native American .6%
American Females 51.3%

When appointing members to this board, the appointing authority should give weight to the above minority groups.

I would appreciate it if this appointment could be placed on the April 19th Council agenda.

____Approved____Denied____Hold for Discussion

Comments:

Date Initials/reviewed by

c: Town Council
Monroe Kiar
Mark Kutney
Dianne Sarna